

**TOWN OF TROUTMAN
400 NORTH EASTWAY DRIVE
TROUTMAN, NORTH CAROLINA**

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

April 10, 2017 – 4:00 P.M. – Troutman Town Hall

Council Members Present: Mayor Teross W. Young, Jr.; W. Paul Henkel; Sally P. Williams; Judy Jablonski; James K. Troutman; Paul R. Bryant

Council Members Absent: None

Staff Present: Justin E. Longino, Town Manager; Steven H. Shealy, Finance Director; Kimberly H. Davis, Town Clerk; Matthew A. Selves, Police Chief; Erika G. Martin, Planning Director

Press Present: Debbie Page, SVL Free News

Others: (Sign-In sheet is attached to these minutes)

I. MAYOR TEROSS W. YOUNG CALLED THE MEETING TO ORDER

Amendment(s) to the Agenda: None

II. MISCELLANEOUS BUSINESS

A. Business from Council and Mayor

- **Council member Troutman**
Received citizen complaint regarding garbage containers being left by residents at the curb following trash pick-up. Town staff to put a reminder in the Town's newsletter "The Whistle Stop". A mass mailing and phone tree notification was discussed as other ways to reach out to the citizens.
- **Council member Williams**
Voiced an issue with Benfield Sanitation not replacing containers on carts and leaving containers in the road. Staff to address the issue with Benfield's.
- **Mayor Young**
Shared that he has received positive comments/feedback regarding the redesign, layout, and color of the Town's newsletter "The Whistle Stop". Council was advised by Town Manager Justin Longino that the newsletter is printed and mailed by South Data, the company that handles the Town's water billing and that there was a one cent additional cost involved.
- **Council member Henkel**
Council member Henkel relayed a request from Armstrong Marine for some type of directional sign to their business that is located on Lytton Street. Being located off the main road and no off site signage allowed, makes the business hard to locate. Council member Henkel asked for suggestions in an effort that the Town be more "business friendly". Following discussion regarding off-site signage being prohibited in Town and new Federal laws regarding sign regulations, Mayor Young suggested that the

issue be presented to the Troutman Business Council to discuss and provide a possible recommendation. Council recommended that Town Manager Longino respond to Armstrong Marine that their request will be taken under advisement with the Troutman Business Council for a recommendation to Town Council.

B. Business from Staff

1. Set Date for Budget Retreat

*Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, approved to set date of May 05, 2017 from 8am-11pm at Town Hall for the Council's Budget Retreat.

2. Discuss Massey Street Property

Town Manager Justin Longino reported that he has been advised by Realtor Mike Todd of Royal Properties that there has been no interest in the Massey Street property that is owned by the Town, but the residential market is beginning to pick up. He stated that the initial 6 month agreement with Royal Properties to list the property is expiring, and asked if Council would like to renew the agreement for an additional 6 months.

*Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, approved to continue 6 month agreement with Royal Properties for listing of the Massey Street property.

3. Discuss/Review Letter of Opposition (SB 126)

Town Manager Justin Longino requested authorization to send a letter in opposition to North Carolina Senate Bill 126 which proposes redistribution of county sales tax revenue to Senators David Curtis and Andrew Brock. He stated that Iredell County would lose \$834,000 in sales tax revenue; Troutman's impact would be fairly negligible estimated at \$9000. Mayor Young commented that Troutman should have a voice on anything that may impact the Town's citizens of whom pay county taxes.

*Upon motion by Council member Williams, seconded by Council member Bryant, and unanimously carried, approved to authorize Town Manager Longino to send letter of opposition as drafted.

(Copied in full, drafted letter of opposition, Iredell County's letter of opposition, SB 126 proposed language, NCGS current language, sales tax adjusted analysis is filed on CD titled: "Town Council Supporting Documents" dated April 10th, and April 13th, 2017 in CD Book #1 titled: "Town Council Supporting Documents")

4. Discuss Sidewalk Projects (ABC Store and Dog Park)

Town Manager Longino stated that the ABC Store sidewalk (along Hwy 21 and down Goodman Road), and the Dog Park sidewalk (that would go from the pavilion to the dog park) bids were opened today. Both bids, submitted by Bell Construction came in well over the budget expected. He advised that the dog park can open without a sidewalk as long as the concrete pad at the entrance is poured, which can be done by the Public Works Department, and the sidewalk could wait until the amphitheater is constructed. Town Manager Longino stated that Bell Construction's bid for the ABC Store sidewalk came in at \$121,000, and being there is no time frame agreed upon in which to construct the sidewalk he suggested that Council could discuss options at the Budget Retreat. During a discussion of the ABC Store sidewalk, Council members agreed that the sidewalk is not a necessity at this time and should possibly go on the Town's street list of improvements, adding a column specifically for sidewalk projects.

5. Consider Approval of Martin Starnes and Associates 2017 Audit Contract

Town Manager Longino stated that the Town has contracted with Martin and Starnes for the last 15 years in auditing the Town and who is ranked as one of the top three firms in the state. Approval of the contract is a basically a yearly routine. During a discussion regarding bidding out the contract, Finance Director Steve Shealy explained that although the Town is obligated by a three year bid, two years ago, it is required to approve the contract annually. He stated that he had sent out for bids three years ago, received one other response which was not a qualified company. The contract total is \$20,000 (\$16,200 for the contract itself and \$3,800 for printing cost).

The Mayor and Council were in agreement that for the next fiscal year, the Town should do their due diligence in exploring additional firms.

*Upon motion by Council member Williams, seconded by Council member Troutman, and unanimously carried, audit contract with Martin Starnes and Associates for the 2016-2017 fiscal year audit.

(Copied in full, 2017 Audit Contract and Engagement Letter is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated April 10th, and April 13th, 2017 in CD Book #1 titled: "Town Council Supporting Documents")

C. REVIEW AGENDA ITEMS PROPOSED FOR REGULAR MEETING OF APRIL 13, 2017, (Justin Longino, Interim Town Manager)

*****See Draft Agenda *****

Consent Agenda Items:

(Consent Agenda Items 12, 13 and 14 were discussed and action taken, therefore are removed from the April 13, 2017 Consent Agenda)

Item 12. Adoption of Resolution 08-17 Titled: *"Resolution Accepting Home Improvement Street (South) as a Public Street"*

Planning Director Erika Martin presented the request for adoption of Resolution 08-17 to accept Home Improvement Street (South) as a Town Street by recommendation of Town engineers, West Consultants. The 457' street is located in front of the new Charter School that will have future connection to the Home Improvement Street located in front of Lowes. The street is paved with curbing on one side and it meets Town requirements. Curbing on the other side of the road will be the responsibility of the future developer of that property.

*Upon motion by Council member Troutman, seconded by Council member Jablonski, and unanimously carried, adoption of Resolution 08-17 titled: *"Resolution Accepting Home Improvement Street (South) as a Public Street"* was approved.

(Copied in full, Resolution 08-17 is filed in Resolution Book IV, Page 8)

(Copied in full, recommendation letter, and plat is attached to these minutes and filed on CD titled: "Town Council Supporting Documents" dated April 10th, and April 13th, 2017 in CD Book #1 titled: "Town Council Supporting Documents")

Item 13. Adoption of “Lake Norman Humane Dog Park Policy” (Policy #49)

Parks and Recreation Coordinator Emily Watson presented the proposed policy giving a brief background and stating that the policy outlines rules and guidelines that will be posted at the dog park for dog park users. Council member Bryant asked if the Town has liability insurance to cover injuries from dogs in the park. Ms. Watson responded that the Town does have liability insurance. A brief discussion was held in attempt to clarify that food/treats are not allowed in the dog park.

*Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, Policy #49 was approved as presented.

(Copied in full, Policy #49 is filed in the Town of Troutman Policy Manual)

(Copied in full, Policy #49 and staff report is filed on CD titled: “Town Council Supporting Documents” dated April 10th, and April 13th, 2017 in CD Book #1 titled: “Town Council Supporting Documents”)

Item 14. Approval of Officially Naming the Multi-Use Path Located on Old Mountain Road “South Iredell High School Greenway”

Planning Director Erika Martin stated that the Parks and Rec. Committee recommend that the multi-use path to be located on Old Mountain Road be named “South Iredell High School Greenway”. Council member Williams was in favor of the recommendation since the high school is the ending destination. Mayor Young asked if the Town should attempt allowing suggestions from the community or students at the high school. Council member Bryant suggested a contest could be held and advertised in the “Whistle Stop”, the Town’s newsletter. In discussion held, Council member Henkel commented that the Iredell County school system has contributed a substantial amount of funding in the greenway and would like the name to reflect it. Council member Jablonski stated that the community needs to be aware of where the money came from. Ms. Martin commented that there are multiple contributors to the greenway which will be recognized with signage along the path.

*Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, approved to officially name the multi-use path along Old Mountain Road “South Iredell High School Greenway” as recommended by the Parks and Rec. Committee.

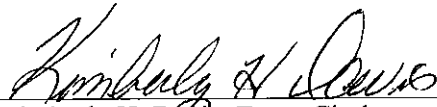
OTHER:

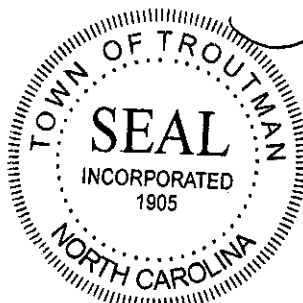
- Set Date for a Special Meeting of the Town Council

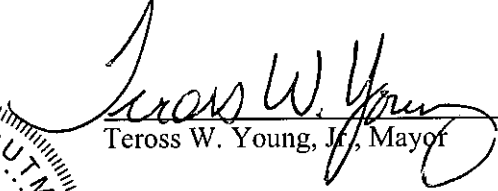
*Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, approved a Special Meeting date of April 24, 2017, 2:00pm at Town Hall.

V. ADJOURNMENT

*Upon motion by Council member Troutman, seconded by Council member Williams, and unanimously carried, Agenda Briefing Meeting of April 10, 2017 was adjourned at 5:57 p.m.


Kimberly H. Davis, Town Clerk




Teross W. Young, Jr., Mayor

(*) Motion